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*D/L & C/BPS met 4 Dec 70 with Mr. Coffey to discuss this memo.  
(It was hand carried to Hqs. 14 Dec 70)*

14 DEC 1970

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : NPIC [ ] Estimate of Project Development Costs

1. It is necessary to substantiate and broaden the base of Agency planning efforts toward the determination of expected A&E design fees and project construction costs for NPIC/[ ] proposed for construction at the Langley site. Thus, retention of a consulting A&E firm to prepare preliminary cost estimates is required.

2. The consulting A&E firm will be required to provide estimates of construction costs for (a) collocated NPIC/[ ] including the supporting utilities; (b) [ ] alone with utilities augmented to support NPIC as well, considering NPIC would be constructed on a somewhat later time schedule; (c) [ ] alone with only the utilities required for its operation. In (a) and (b) estimates, an additional road entrance from existing public highways should be included. The consulting firm will be requested to price (a), (b), and (c) above at [ ] the CIA Langley sites.

3. The consultant will be required to compute the estimate of costs for development of the project as mentioned in paragraph 2 delineating subtotals for the following categories:

a. structures complete to a line 5 feet from the building and ready for occupancy but not including process equipment to be installed or furniture;

b. parking facilities - both surface parking lots and/or equivalent space accommodation in a parking structure as the site dictates;

c. site development - grading, access roads, drainage structures, landscaping, fencing and perimeter lighting;

d. communications tunnel/passageway connection to Headquarters Building - which will include secure telecommunications, alarm/detection systems, and personnel walkway; and

e. utility systems shall be extended to the planned facilities and

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SUBJECT: NPIC, ☐ Estimate of Project Development Costs

increased in capacity as required - commercial electric power, emergency electric power, steam, air conditioning, water, sewerage, and trash destruction.

4. Numerous facility requirements are still under development. In order to minimize the chance for either over or under estimating, the A&E consultant will provide a cost range where a definite single estimate is impractical and a range would be more meaningful. The engineering basis for this range shall be specifically defined.

5. Basic information to be supplied for the study by the Agency will include the following elements:

- a. topographic maps and generalized geological data;
- b. two sites preselected by Agency planners;
- c. existing utility systems capacities and locations;
- d. generalized facility requirements -

(1) building area - gross square feet and percentages of office, special purpose lab and computer space, storage space;

(2) structural constraints - fire resistance, vibration, minimum column spacing, expected floor loading;

(3) finishes - interior and exterior standards;

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(5) utility system capacities - electric power, HVAC, water, sewerage, trash; and

(6) communications - elevators, vacuum tubes, telephone -

e. parking - number of spaces to be provided;

f. site development standards; and

g. time frame for construction with costs to be escalated from the present to the future target date.

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SUBJECT: NPIC/ ☐ Estimate of Project Development Costs

6. Due to the nature of the estimating process, many questions will arise that are not answered by the above program. Thus, close coordination between Agency personnel and the A&E firm estimators is essential to provide appropriate guidance and answers to such questions as they arise. This coordination activity will require the expenditure of many man hours of Agency time.

7. The estimating A&E will be selected from a list of cleared firms.

8. Implementation of this proposed cost study requires the understanding of, and agreement on, the following principles and actions:

a. It is impossible to get a creditable estimate without identifying specific sites to the A&E and without conducting thorough investigations of the sites, including soil borings.

b. Thus, access by the consulting firm to ☐ is essential. The Federal Highway Authority (FHA) should be requested to cooperate on behalf of the national security interest, and the Agency should guarantee not to use this privilege and the information acquired as evidence against FHA to have the land transferred to CIA.

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c. Soil boring costs must be estimated.

d. The A&E fees for preparing this preliminary cost estimate must be known before the DCI is briefed because the current briefing outline calls for his approval of predicted costs. The pacing element for getting the cost estimate depends on the time required by security clearance processing of involved A&E personnel. Accordingly, the Office of Security should stipulate the lowest possible security threshold to govern the level of information passed to the estimators.

e. The Building Planning Staff should be authorized to release details and working papers on NPIC/ ☐ to the A&E estimators after coordination with the Office of Security.

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f. There could be real political significance to the choice of the A&E firm. The selected firm will be aware of his advantage toward being awarded the follow-on A&E design contract. If GSA is the contracting office, it possibly will select the A&E firm. Accordingly, the Agency should inform Mr. Kunzig, GSA Administrator, or his deputy, Mr. Kreeger, of its intentions and get a political reading on the A&E firms considered for this cost estimating.

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SUBJECT: NPIC, ☐ Estimate of Project Development Costs

9. If all the caveats in paragraph 8 are approved, it is estimated that a period of approximately three weeks would be required to complete all actions and to know the amount of the fee for preparing the preliminary cost studies.

Signed: John F. Blake

John F. Blake  
Director of Logistics

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